

PHA Plans

Annual Plan for Fiscal Year 2001

Community Development Commission of Mendocino County

Adopted by the Board of Commissioners

November 1, 2001

Amended 12/04/2001 HCD Requested

Amended 2/15/02 to remedy HUD deficiencies

Submitted 2/15/02 via internet to HUD

**Amended 3/11/02 to remedy additional HUD
deficiencies**

Submitted 3/15/02 via internet to HUD

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

Attachment (L)

The only comment offered by the RAB was the need for re-opening the office on the coast, and a possible office in the north county. CDC 's Board of Commissioners will not be re-opening offices at this time due to financial constraints

**PHA Plan
Agency Identification**

PHA Name: Community Development Commission of Mendocino County

PHA Number: CA 084

PHA Fiscal Year Beginning: 10/1/2001

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☒ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN

PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)
"The Community Development Commission (CDC) is committed to working vigorously toward providing Mendocino County residents the opportunity for an affordable home in a suitable living environment. The segments of the community that have greatest priority are lower income families, elderly and the handicapped. To effectively carry out this mission, the Commission works to:
- Promote county-wide participation and collaboration, in seeking private funds to support affordable housing, safe and healthful public works, and necessary and appropriate economic development.
 - Serve as a community resource by offering housing related guidance, assistance and networking to Mendocino County residents.
 - Serve as an advocate on behalf of those segments of the community that are not being adequately housed.
 - Effectively manage existing housing resources.
 - Conduct business in a manner that respects and promotes self-worth and human dignity."

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
- ☒ Reduce public housing vacancies:

- ☒ Leverage private or other public funds to create additional housing opportunities:
- ☒ Acquire or build units or developments
- ☒ Other (list below)
 - Partner with other local groups to increase housing

- ☒ PHA Goal: Improve the quality of assisted housing
 - Objectives:
 - ☐ Improve public housing management: (PHAS score)
 - ☒ Improve voucher management: (SEMAP score)
 - ☒ Increase customer satisfaction:
 - ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - ☒ Renovate or modernize public housing units:
 - ☐ Demolish or dispose of obsolete public housing:
 - ☐ Provide replacement public housing:
 - ☐ Provide replacement vouchers:
 - ☒ Other: (list below)
 - Maintain or improve PHAS score

- ☒ PHA Goal: Increase assisted housing choices
 - Objectives:
 - ☒ Provide voucher mobility counseling:
 - ☒ Conduct outreach efforts to potential voucher landlords
 - ☒ Increase voucher payment standards
 - ☒ Implement voucher homeownership program:
 - ☒ Implement public housing or other homeownership programs:
 - ☒ Implement public housing site-based waiting lists:
 - ☐ Convert public housing to vouchers:
 - ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☒ PHA Goal: Provide an improved living environment
 - Objectives:
 - ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - ☒ Implement public housing security improvements:
 - ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☒ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability:
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☒ Other: (list below)
Actively support the efforts of local groups in providing services

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☒ Other: (list below)
Actively support equal opportunity efforts of legal assistance

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2001
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
☐ **Small Agency (<250 Public Housing Units)**
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

NOT REQUIRED PER HUD INSTRUCTIONS

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for Deconcentration (A)
- ☒ FY 2001 Capital Fund Program Annual Statement (B)
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- ☒ PHA Management Organizational Chart (C)
- ☒ Resident Advisory Board Composition (D)
- ☒ Resident Advisory Board Recommendations (E)
- ☒ Voluntary Conversion Initial Assessment (F)
- ☒ Community Service and Pet Policy Description (G)
- ☒ Statement of Progress Toward Meeting The 5 year Mission & Goals (H)
- ☒ Resident Membership on the Governing Board (I)

Optional Attachments:

- ☒ Assessment of Demographic Changes in Public Housing Developments (J)
- ☒ FY 2000 Capital Fund Program 5 Year Action Plan (K)
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (L)
- ☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions'	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	any active CIAP grant	
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	1,556	5	5	5	3	5	5
Income >30% but <=50% of AMI	2,157	5	5	5	3	5	5
Income >50% but <80% of AMI	2,683	4	4	4	3	4	4
Elderly	1,630	4	4	4	4	4	4
Families with Disabilities	676	5	5	5	5	4	4
Race/Ethnicity White	9,395	4	4	4	3	4	4
Race/Ethnicity Black	115	5	5	5	3	5	5
Race/Ethnicity Hispanic	1,124	5	5	5	3	5	5

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 1999
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy
("CHAS") dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☒ Other sources: (list and indicate year of information)
Mendocino County Housing Element 1993

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List
--

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	422		13
Extremely low income <=30% AMI	265	63%	
Very low income (>30% but <=50% AMI)	114	27%	
Low income (>50% but <80% AMI)	43	10%	
Families with children	307	73%	
Elderly families	21	5%	
Families with Disabilities	92	22%	
Race/ethnicity White	364	86%	
Race/ethnicity Hispanic	61	14%	
Race/ethnicity American Indian	42	10%	
Race/ethnicity Black	6	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	79	19%	0
2 BR	208	49%	4
3 BR	117	28%	7
4 BR	12	3%	1
5 BR	0	0	1
5+ BR	0	0	

Housing Needs of Families on the Waiting List	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
If yes:	
How long has it been closed (# of months)? 3 months	
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input checked="" type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction: Baechtel Creek			
	# of families	% of total families	Annual Turnover
Waiting list total	45		2
Extremely low income <=30% AMI	27	60%	
Very low income (>30% but <=50% AMI)	8	18%	
Low income (>50% but <80% AMI)	10	22%	
Families with children	N/A	N/A	
Elderly families	45	100%	
Families with Disabilities	13	28%	
Race/ethnicity White	41	91%	
Race/ethnicity Hispanic	5	11%	
Race/ethnicity American Indian	3	7%	
Race/ethnicity Black	2	4%	
Characteristics by Bedroom Size (Public Housing)			

Housing Needs of Families on the Waiting List			
Only)			
1BR	39	87%	
2 BR	3	7%	
3 BR	0		
4 BR	0		
5 BR	0		
5+ BR	0		
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 3 months Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	676	100%	217
Extremely low income <=30% AMI	671	99%	
Very low income (>30% but <=50% AMI)	5	1%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	238	35%	
Elderly families	51	8%	
Families with Disabilities	41	6%	
Race/ethnicity White	541	80%	
Race/ethnicity Hispanic	68	10%	
Race/ethnicity	41	6%	

Housing Needs of Families on the Waiting List			
American Indian			
Race/ethnicity Black	21	3%	
Race/ethnicity Asian	5	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 2 months Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☒ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing

- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	\$ 273,012	
b) Public Housing Capital Fund 2001	\$ 322,092	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 4,486,168	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant	\$ 417,800	FT Homebuyers Prgm. DAP (2 year program)
i) HOME – Cal Home County	\$ 206,500	FT Homebuyers Prgm. DAP (2 year program)
Other Federal Grants (list below)		
Cal Home – City of Ukiah	\$ 206,500	FT Homebuyers Prgm. DAP (2 year program)

2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Fund 2000	315,952	Public Housing Capitol Improvement
MCC	637,807	FT Homebuyers Prgm. DAP (2 year program)
3. Public Housing Dwelling Rental Income	\$ 350,980	Public Housing Operations
4. Other income (list below)		
Bank interest	\$ 35,000	Public Housing Operations
Misc. PH revenue	\$ 2,740	Public Housing Operations
Total resources	\$ 7,254,551	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: (90 days)
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☐ Other (describe)

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☐ Community-wide list
☐ Sub-jurisdictional lists
☒ Site-based waiting lists
☐ Other (describe)

- b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
☒ PHA development site management office
☐ Other (list below)

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? **3**

2. ☒ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists? **1**

3. ☒ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists? **All lists if requested**

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☒ PHA main administrative office
☒ All PHA development management offices
☒ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☒ One
☐ Two
☐ Three or More

- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
☒ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☐ Victims of domestic violence
☐ Substandard housing
☐ Homelessness
☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
☒ Veterans and veterans' families
☐ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs

- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 - Displaced by private or government action (CA state requirement)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- 2 ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- 2 ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- 2 ☐ Other preference(s) (list below)
 - Displaced by private or government action

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

- a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and Continued Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition?
(select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☐ Yes ☒ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments

- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☒ More general screening than criminal and drug-related activity (list factors below)
- ☒ Other (list below)

Credit history, including debts to any PHA

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug-related activity
- ☒ Other (describe below)
- HUD-required only, i.e. current landlord, address

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project-based certificate program
☐ Other federal or local program (list below)

- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Good cause
To accommodate disability

(4) Admissions Preferences

- a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☐ Victims of domestic violence
☐ Substandard housing
☐ Homelessness
☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 - Displaced by private or government action (CA state requirement)
 - Families leasing in place

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 2 Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- 2 Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 2 Other preference(s) (list below)
 - Displaced by private or government action
 - Leasing in place

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- ☒ Through published notices
- ☒ Other (list below)
- Notice to advocacy groups

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)
- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare

rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0 (proposed)
☐ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
☒ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- ☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)
(select one)

- ☒ Yes for all developments
☐ Yes but only for some developments
☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☒ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
☒ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The "rental value" of the unit
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
☐ At family option
☒ Any time the family experiences an income increase
☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
☒ Other (list below)

Must always report change in family composition

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
- ☒ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☒ Above 110% of FMR (if HUD approved; describe circumstances below)
HUD approved request to establish success rate payment standards amounts of 90 to 110% of 50% percentile rate on 8/23/01

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually

☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

☒ Success rates of assisted families

☒ Rent burdens of assisted families

☒ Other (list below)

Concentration of Section 8 families in communities and/or neighborhoods

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

☒ \$0 (proposed)

☐ \$1-\$25

☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management --

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

☐ An organization chart showing the PHA's management structure and organization is attached.

☒ A brief description of the management structure and organization of the PHA follows:

Board of Commissioners

Executive Director

Four Divisions:

Section 8

Public Housing

Community Development

Finance

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	144/134	13
Section 8 Vouchers	779/790	103
Section 8 Certificates	NA	
Section 8 Mod Rehab	54/56	12
Special Purpose Section 8 Certificates/Vouchers (Shelter+Care)	FUP 20 (Total allocation 75) 75/14	7
(Family Unification Pr.)	FUP 14/75 S&C 96/96	27
Public Housing Drug Elimination Program (PHDEP)	0	
Other Federal Programs(list individually)	4/2 (SRA) 92/94 (TRA)	
(CDBG-state)		
(HOME-state)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
Public Housing Admissions and Continued Occupancy Policy
Public Housing Maintenance Policy
- (2) Section 8 Management: (list below)
Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

- ☒ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

Component 7
Capital Fund Program Annual Statement
Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (10/2001)

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	27,797
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	12,840
8	1440 Site Acquisition	
9	1450 Site Improvement	19,000
10	1460 Dwelling Structures	238,455
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	24,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	322,092
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	46,000
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
CA39-PO84-002 Baechtel Creek Village	Replace landscape and irrigation system and prune trees.	1450	13,000
	Replace, repair, widen sidewalks (Sec. 504 compliance).	1450	6,000
	Renovate bath, kitchen, entry, flooring, ceiling (Sec. 504 compliance) 3 units	1460	40,000

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
CA39-PO84-014 Brookside Commons	Permit fees.	1430.6	200
	Inspection costs.	1430.7	600
	Architectural and engineering costs.	1430.1	2,040

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

[illegible]

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
	Administration all programs		27,798

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
CA39-PO84-008 Ukiah 30	Exterior improvements 10 units.	1460	118.200
	Repair, re-roof 13 units,		57.000
	Long-term replacement: kitchen items; bath items; floor covering; HVAC systems; plumbing and electrical items.		<u>23,255</u>
			198,455

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
CA39-PO84-010 Sanderson Way	Studies for development of vacant property.	1430.2	5,000

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☐ Yes ☒ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- ☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

- ☒ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

See Attached 5 year action plan Capital Fund Program Tables

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:

- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- If yes, list developments or activities below:

- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families

and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: Baechtel Creek Village
1b. Development (project) number: CA 39-PO84-002
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(3/01/01)</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 60
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs

completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No:	Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☐ Yes ☒ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☒ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☒ Other (describe)
 - Partner in Continuum of Care efforts
 - Memorandum of Understanding re: Family Unification Program

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families

- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Family Self- Sufficiency</i>	<i>100</i>	<i>By application</i>	<i>PHA main office</i>	<i>both</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	None required	
Section 8	None required	

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size? N/A
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - ☒ Informing residents of new policy on admission and reexamination
 - ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
 - ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
 - ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937
--

13. PHA Safety and Crime Prevention Measures

NOT APPLICABLE TO CDCMC

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
 - ☐ Residents fearful for their safety and/or the safety of their children
 - ☐ Observed lower-level crime, vandalism and/or graffiti
 - ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
 - ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? ____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

17. PHA Asset Management -- NOT APPLICABLE TO CDCMC

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- ☐ Not applicable
- ☐ Private management
- ☐ Development-based accounting
- ☐ Comprehensive stock assessment
- ☐ Other: (list below)

3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☐ Attached at Attachment (File name)

1. ☒ Provided below:

The only comment offered by the RAB was the need for re-opening the office on the coast, and opening an office in the north county. CDC's Board of Commissioners will not be re-opening the Coast office at this time due to financial constraints.

3. In what manner did the PHA address those comments? (select all that apply)

☒ Considered comments, but determined that no changes to the PHA Plan were necessary.

☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:

☐ Other: (see above)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)
Two resident commissioners are appointed by the county Board of Supervisors; residents must first apply when any term expires.

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)
Elected members of Mendocino County Board of Supervisors

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: State of California

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
Rehabilitation of existing housing stock
Promotion of homeownership opportunities
Expansion of Section 8 rental opportunities
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Address housing needs of low-income renter households.

Address housing needs of the homeless and other special needs groups.

Address removing impediments to Fair Housing.

The State Department of Housing and Community Development (HCD) encourages the Mendocino County Housing Authority to submit suggestions, improvements, and additional objectives for consideration in the State Consolidated Plan updates. HCD also solicits information and feedback from housing authorities, such as public Responses to the PHA plans. This collaboration of the housing needs of Mendocino County provides HCD with a means of sharing solutions to similar problems among the agencies in its jurisdiction.

Provision of technical assistance and funding opportunities

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

24 CFR 903.7r

CDC definitions for "substantial deviation" and "significant amendment or modification"--

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachment “B”

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO8450101 Replacement Housing Factor Grant No:			Federal FY of Grant: 10/2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	27,797.00			
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	12,840.00			
8	1440 Site Acquisition	19,000.00			
9	1450 Site Improvement				
10	1460 Dwelling Structures	238,455.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	24,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO8450101 Replacement Housing Factor Grant No:			Federal FY of Grant: 10/2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
20					
21	Amount of Annual Grant: (sum of lines 2-19)	322,092.00			
22	Amount of line XX Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	46,000.00			
24	Amount of line XX Related to Security –Soft Costs				
25	Amount of Line XX related to Security-- Hard Costs				
26	Amount of line XX Related to Energy Conservation Measures				
27	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO8450101 Replacement Housing Factor Grant No:					Federal FY of Grant: 10/2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
CA39-PO84-002 Baechtel Creek Village	Replace landscape and irrigation system and prune trees		1450		13,000.00				
	Replace, repair, widen sidewalks (Sec. 504 compliance)		1450		6,000.00				
	Renovate bath, kitchen, entry, flooring, ceiling (Sec. 504 compliance) 3 units		1460		40,000.00				
CA39-PO84-014 Brookside Commons	Permit fees		1430.6		200.00				
	Inspection costs		1430.7		600.00				
	Architectural and engineering costs.		1430.1		2,040.00				
CA39-PO84-015 Glass Beach	Maintenance Vehicle		1475.7		24,000.00				
	Studies for development of vacant property		1430.2		5,000.00				
	Administration all Programs		1410		27,798				
CA39-PO84-008 Ukiah 30	Exterior improvements 10 units		1460		118,200				
	Repair, re-roof 13 units		1460		57,000				

	Long term replacement: kitchen items; bath items; floor coverings; HVAC systems; plumbing and electrical items.				23,255.00				
CA39-PO84-010 Sanderson Way	Studies for development of vacant property		1430.2		5,000.00				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

[illegible]

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO8450100 Replacement Housing Factor Grant No:			Federal FY of Grant: 10/2000
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: (1)) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	29,540.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	49,900.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	60,000.00			
10	1460 Dwelling Structures	148,512.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	10,000.00			
13	1475 Nondwelling Equipment	25,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO8450100 Replacement Housing Factor Grant No:			Federal FY of Grant: 10/2000
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: (1)) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines 2 -19)	322,092.00			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance	5,000.00			
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO8450100 Replacement Housing Factor Grant No:					Federal FY of Grant: 10/2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
CA39-PO84-002 Baechtel Creek Village	Improve irrigation system.		1450		10,000.00				
	Install drainage improvements.		1450		10,000.00				
	Replace and paint deteriorated railings		1460		27,600.00				
	Paint exterior of Community building		1470		10,000.00				
	Purchase & install community space equipment.		1475		5,000.00				
	Arch. & Eng. Services		1430		7,700.00				
CA39-PO84-014 Brookside Commons	Install handrails at rear entrance		1460		5,500.00				
	Electrical/mechanical repairs		1430		11,000.00				
	Vehicle for PHA Staff		1475.7		20,000.00				
CA39-PO84-015 Glass Beach	Install privacy fencing		1430		25,000.00				
	Play Area improvements		1450		5,000.00				
	Parking lot improvements		1450		3,000.00				
	Common Area Improvements,		1450		15,000.00				
	Landscaping, community garden		1450		6,000.00				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO8450100 Replacement Housing Factor Grant No:					Federal FY of Grant: 10/2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Install Play Equipment		1450		5,000.00				
	Permit fees		1430.6		200.00				
CA39-PO84-03 Sea Cliff									
	Improve playground for Sec. 504		1450		5,000.00				
	Play Area repair		1450		1,000.00				
	Permit fees		1430.6		200.00				
CA39-PO84-008 Ukiah 30	Electrical Items, 17 units		1460		34,900.00				
	Plumbing items, 15 units		1460		27,600.00				
	HVAC Systems		1460		23,800.00				
	Flooring covering, 8 units		1460		25,112.00				
CA39-PO84-010 Sanderson Way	Replace tubs, surrounds at 26		1460		4,000.00				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO8450100 Replacement Housing Factor Grant No:					Federal FY of Grant: 10/2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	A & E		1430.1		5,800.00				
	Admin all projects		1410		29,540.00				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

[illegible]

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39-PO84-90999 Replacement Housing Factor Grant No:			Federal FY of Grant: CIAP 1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/2001 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	2,400.00	2,400.00	2,400.00	
3	1408 Management Improvements Soft Costs	61,900.00	68,900.00	58,900.00	19,831.64
	Management Improvements Hard Costs				
4	1410 Administration	30,000.00	30,000.00	472.42	723.90
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	1,000.00	25,200.00	25,200.00	7,700.17
8	1440 Site Acquisition				
9	1450 Site Improvement	50,399.00	37,399.00	27,399.00	607.50
10	1460 Dwelling Structures	133,015.00	111,815.00		
11	1465.1 Dwelling Equipment—Nonexpendable	10,200.00	10,200.00		
12	1470 Nondwelling Structures	5,000.00	5,000.00		
13	1475 Nondwelling Equipment	30,000.00	30,000.00		
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	1,000.00	1,000.00		

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39-PO84-90999 Replacement Housing Factor Grant No:			Federal FY of Grant: CIAP 1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/2001 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines 2 - 19)	324,914.00	324,914.00	114,371.42	28,863.21
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO84-909999 Replacement Housing Factor Grant No:					Federal FY of Grant: CIAP 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	OPERATIONS		1406		2,400.00				
	MANAGEMENT IMPROVEMENTS: Hire a consultant to revise policies to comply with current regulations		1408		3,900.00		3,900.00		complete
	Hire Rehabilitation Specialist to implement CIAP Projects		1408		40,000.00		2,608.25		
	New telephone system for office		1408		25,000.00		13,323.39		complete
	<i>TOTAL MANAGEMENT IMPROVEMENTS</i>		1408		68,900.00		19,831.64		
	ADMINISTRATION								
	Non-Technical Salaries		1410.1		20,000.00		690.32		
	Employee Benefit Contribution		1410.9		8,000.00		33.58		
	Travel		1410.10		1,500.00				
	Sundry		1410.19		500.00				
	<i>TOTAL MANAGEMENT IMPROVEMENTS</i>				30,000.00		723.90		
	Non-dwelling Equipment								
	Purchase Laptop Computer		1475.1		3,000.00				
CA39PO84 002	Safety prune trees and remove brush to eliminate fire hazard		1450		12,000.00		607.50		
	Grade and gravel fire access road		1450		12,000.00				
	Replace deteriorated asphalt adjacent to trash enclosure		1450		3,999.00				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO84-909999 Replacement Housing Factor Grant No:					Federal FY of Grant: CIAP 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	TOTAL		1460		27,399.00				
CA39PO84008	26 Meadowbrook A-F Replace gutters, down spouts, garage doors, garage door jambs, “filon” roof coverings, kitchen base cabinets and counter-tops, tubs and tub surrounds, closet bypass doors and floor coverings		1460		86,040.00				
	Fees and costs		1430		1,000.00		332.17		
	Architectural & Engineering Fees		1430.1		24,200.00		7,368.00		
	Replace range hoods, refrigerators and ranges		1465.1		10,200.00				
	625, 627, 635 Leslie Street:								
	Replace Kitchen cabinets and counter-tops, bathroom vanities and toilets		1460		13,730.00				
	Relocation cost		1495.1		1,000.00				
	114, 115 Poulos Court								
	Replace bathroom vanities, toilets and floor coverings		1460		5,670.00				
	Replace garage doors at the following locations: 611 Myron Street, 114 & 115 Poulos Court, 213 & 214 Tedford Ave., 627 & 637 Leslie		1460		6,375.00				
	TOTAL				148,215.00		7,700.17		

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Community Development Commission of Mendocino County		Grant Type and Number Capital Fund Program Grant No: CA39PO84-909999 Replacement Housing Factor Grant No:				Federal FY of Grant: CIAP 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
CA39PO84 010	Install playground equipment which was deleted at development due to budget shortfall		1450 1470 1475		5,000.00 5,000.00 30,000.00				
	Replace landscape at common areas		1450		5,000.00				
	TOTAL				45,000.00				
	Total Budget				324,914.00		28,004.23		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

[illegible]

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name Community Development Commission of Mendocino County				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005
	Annual Statement				
Baechtel Creek Village		\$ 24,000	\$ 77,000	\$ 80,000	\$ 174,000
Seacliff Apartments		\$ 4,000	\$ 75,000	\$ 51,000	\$ 0
Ukiah 30		\$ 130,600	\$ 12,400	\$ 0	\$ 0
Sanderson Way		\$ 26,000	\$ 3,000	\$ 0	\$ 0
Brookside Commons		\$ 11,000	\$ 0	\$ 0	\$ 0
Glass Beach Apts.		\$ 30,000	\$ 52,000	\$ 21,000	\$ 164,500
Total CFP Funds (Est.)					
Total Replacement Housing Factor Funds					

Part II: Supporting Pages—Work Activities

Activities for Year : _____

[illegible]

Attachment A

Component 3, (6) Deconcentration and Income Mixing

- a. ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. ☒ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
Sea Cliff (03)	19	Small Development	N/A
Ukiah 30 (08)	28	Scattered Site	N/A

Capital Fund Program Five-Year Action Plan**Part I: Summary**

PHA Name Community Development Commission of Mendocino County				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005
	Annual Statement				
Baechtel Creek Village		\$ 24,000	\$ 77,000	\$ 80,000	\$ 174,000
Seacliff Apartments		\$ 4,000	\$ 75,000	\$ 51,000	\$ 0
Ukiah 30		\$ 130,600	\$ 12,400	\$ 0	\$ 0
Sanderson Way		\$ 26,000	\$ 3,000	\$ 0	\$ 0
Brookside Commons		\$ 11,000	\$ 0	\$ 0	\$ 0
Glass Beach Apts.		\$ 30,000	\$ 52,000	\$ 21,000	\$ 116,000
HA-Wide		\$ 64,400	\$ 94,600		
Total CFP Funds (Est.)		\$290,000	\$290,000	\$290,000	\$290,000
Total Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : _2____ FFY Grant: 2002 PHA FY: 2002			Activities for Year: _3____ FFY Grant: 2003 PHA FY: 2003		
See	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Annual	84-02/Baechtel Creek Village	Bath Items	\$12,000	84-02/Baechtel Creek Village	Site Improvements	\$5,000
Statement		Kitchen Items	\$12,000		Bath Items	\$12,000
	Subtotal		\$24,000		Plumbing/Electrical/ Mechanical	\$48,000
	84-03/Seacliff Apts.	Electrical Items	\$4,000	Subtotal		\$77,000
	84-08/Ukiah 30	Interior Items	\$64,900	84-03/Seacliff Apts	Exterior Items: Windows	\$75,000
		Appliances	\$10,300			
		Permit Fees	\$5,400	84-08/Ukiah 30	Interior Items	\$12,400
		Relocation Costs	\$50,000			
	Subtotal		\$130,600	84-10/Sanderson Way	Site Lighting	\$3,000
	84-10/Sanderson Way	Site Improvements	\$6,000	84-15/Glass Beach Apts.	Exterior Items: Fire Ladders	\$22,500
		Exterior Improvements	\$20,000		Fees	\$30,000
	Subtotal		\$26,000	Subtotal		\$52,500
	84-14/Brookside Commons	Electrical/Mechanical	\$11,000	HA-wide	Office Improvements/ Parking Lot Overlay	\$94,600
	84-15/Glass Beach Apts.	Site Improvements: Fencing	\$20,000	Total CFP Est. Cost		\$290,000

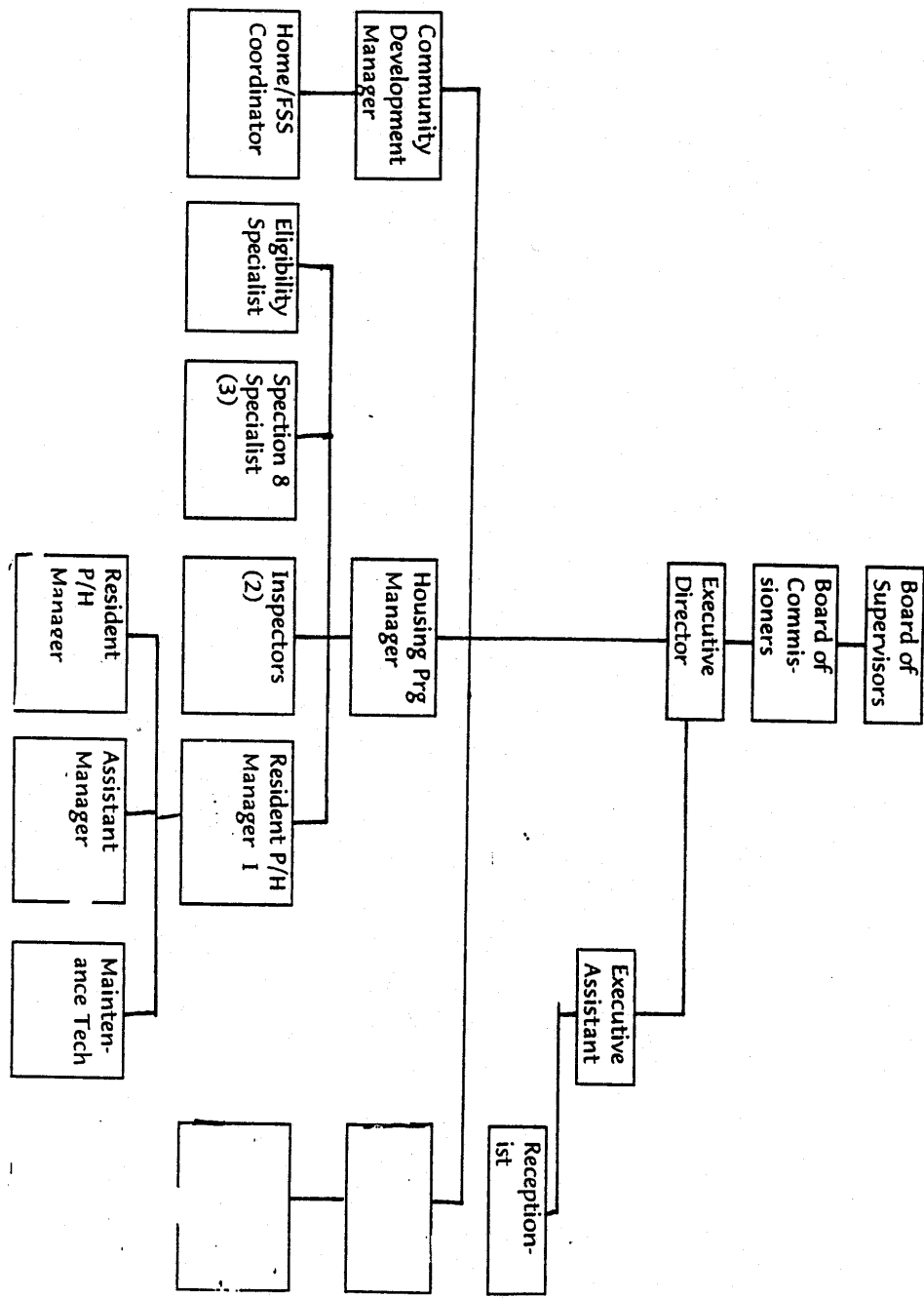
Part II: Supporting Pages—Work Activities

[illegible]

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>4</u> ____ FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>5</u> ____ FFY Grant: 2005 PHA FY: 2005		
See	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Annual	84-02/Baechtel Creek Village	Site Lighting	\$56,000	84-02/Baechtel Creek Village	Bath Items	\$12,000
Statement		Bath Items	\$12,000		Kitchen Items	\$12,000
		Kitchen Items	\$12,000		Repair/Paint Exterior	\$150,000
	Subtotal		\$80,000	Subtotal		\$174,000
	84-03/Seacliff Apts.	Play Area Replacement	\$45,000	84-15/Glass Beach Apts.	Improve Storage	\$25,000
		Play Area Design	6,000		Exterior Improvements: Screen Doors	\$4,500
	Subtotal		\$51,000		Mod. Funds for Development	\$72,000
					Non-Dwelling Equipment	\$15,000
	84-08/Ukiah 30	Interior Items	\$12,400	Subtotal		\$116,000
	84-15/Glass Beach Apts.	Site Improvements: Landscaping	\$15,000			
		Irrigation	\$6,000			
		Mod. Funds for Development	\$186,000			
	Subtotal		\$207,000			
	Total CFP Est. Cost		\$290,000	Total CFP Est. Cost		\$290,000

Community Development Commission of Mendocino County Organizational Chart 11/98



Attachment "D"

HUD AGENCY PLAN RESIDENT ADVISORY BOARD

Public Housing Residents

Baechtel Creek Village: Ethel Roberts
Maizie Peters

Glass Beach: Niki Hinkson
Angel Lowe
Cybelle Ornelas

Marlene Brookside: Robin Thomas
Hope Williams (FSS)
Tonya Diaz

Sanderson Way Village: Marvin Vaughan (FSS)
Glen Thurber
Rene Brown

Seacliff: Robin Quirk
Linda Stanton (FSS)
Andra Salmon (FSS)
Denise Brant

Ukiah 30: Connie Diamond
Michelle Dhooghe (FSS)
Lori Cashada
Heyde Severson
Virginia Gonzalez
Sherry Skaggs (FSS)

Section 8 Participants

Shirley Hawley -- Willits
Anna Giusti -- Ukiah
Valena Holloway (FSS) -- Fort Bragg
Noble Caps (FSS) -- Willits
Kym Cody (FSS) -- Redwood Valley
Marjory Brown (FSS) -- Fort Bragg
Derry Moncada (FSS) -- Willits
Dana Dufour (FSS) -- Willits
Rebecca De La Garza (FSS) -- Ukiah

Patricia McKee -- Ukiah
Tina Holder -- Ukiah
Trudy Ramos -- Ukiah
Rosalie Ayon -- Ukiah
Melissa White -- Fort Bragg
Katherine Bicknell -- Fort Bragg
Susan Mitchum -- Willits
Evelyn Zwick -- Willits

Approved by CDC BOC on July 19, 2001

MEMO

To: Board of Commissioners
From: Linda Hedstrom, Interim Executive Director
Date: September 20, 2001
RE: HUD Agency Plan/ Resident Advisory Board comments

I met last week with two representatives from the Resident Advisory Board (RAB), Katherine Bicknell, a Section 8 participant from Fort Bragg and Valerie Roberts, a Baechtel Creek Village public housing resident, Willits. We reviewed the overall goals and policies already adopted in the Five-Year Plan, then spent substantial time discussing the details of the Second-Year update.

The only comment offered by the RAB at this meeting was that both representatives in attendance felt strongly the CDC needed to reopen its office in Fort Bragg and establish regular part-time office hours in a northern location, such as Willits. Otherwise, both representatives felt the CDC was doing a good job overall.

The Board of Commissioners is required to consider the RAB comments and either incorporate its suggestions into the updated Agency Plan or state why the Board disagrees with the RAB. The final version transmitted electronically to HUD must include this information. Please advise staff of your direction on this matter.

VOLUNTARY CONVERSION ATTACHMENT “F” PHA PLAN 2001

Project Name	Project Number	# Units	Finding
Baechtel Creek Village	02	60	Exempt
Sea Cliff	03	19	*
Ukiah 30	08	28	*
Sanderson Way Village	010	9	*
Brookside Commons	014	13	*
Glass Beach	015	15	*

* CDC's initial assessment is:

- Conversion would prove more expensive for the Housing Authority to operate the units as subsidized housing.
- Conversion would not benefit the residents of public housing as the fail to lease is great in this county
- Conversion would adversely affect the availability of affordable housing in the community

Conversion is not appropriate.

Attachment “G”

Community Service Requirements-Implementation

At initial lease up and at each annual re-exam tenants are required to review and sign a document which outlines the responsibilities and exemptions for the Community Service requirement.

The Community Service Certification is required as well which is executed by the tenant and the Organization in which the tenant is providing Community Service.

The lease will be adopted this year in which the Community Service Requirements are defined.

Any Non Profit can serve as a host to a participant, and tenants with school aged children are encouraged to volunteer at their child's school.

Pet Policy for Public Housing

The pet policy for Family Public Housing will be revised after the Agency Plan is adopted and will include such changes as allowing one dog (under 25 lbs. when fully grown) in units where there is adequate fencing.

The deposit required will remain at \$150.00 with the HA willing to make payment arrangements. No more than 2 pets per unit, and restrictions are listed regarding dangerous animals, exotic animals, as well as reptiles (turtles are allowed).

The Family Public Housing Pet Policy was in place prior to the regulation, and has been modified to meet the requirements of the regulation.

Of Course, assistance animals are exempt from any pet policy or restrictions.

Attachment “H”

Fiscal Year Review 2000

The Community Development Commission of Mendocino County continues to be the leader in Mendocino County for addressing affordable housing issues. To do this, the Commission has focused on the revitalization of the foundation of its existing property and services. Beyond this, the Commission has approached the development of new projects and services both pragmatically and creatively. The goal is to maintain our leadership role in traditional Public Housing Agency activities while at the same time assisting others in Mendocino County in providing the full spectrum for affordable housing. Our approach is to focus on development: developing our Agency to meet the changing needs in Mendocino County, developing the capacity of other affordable housing providers through collaboration and developing our clients to empower them towards the goal of their achieving independence.

To this end, we continue to provide and expand on our foundation:

- The Community Development Commission of Mendocino County has worked with local and state funding bodies to provide necessary services. As an example, the Commission has worked to maintain and expand its homeownership programs. It has done this by pursuing and receiving approximately \$1,500,000 in new grant funds that will be leveraged with an additional approximately \$4,000,000 in private funds.
- In coordination with the homeownership programs, the Community Development Commission of Mendocino County provides monthly countywide housing counseling. This housing counseling received an Award of Merit from the National Association of Housing and Redevelopment Officials (NAHRO). It has been expanded to include special counseling for Spanish speakers and developmentally disabled clients.
- To be able to address development in as many ways as possible, the Community Development Commission of Mendocino County has been working to form a nonprofit corporation for affordable housing in Mendocino County. This corporation, Building Better Neighborhoods, just received approval of its 501(c)3 status in October of 2001.
- Also to address development, the Community Development Commission of Mendocino County has received funds to hire a financial consultant to analyze funding options for infill development for property owned by the Community Development Commission of Mendocino County. This work is ongoing with expectations of results leading to new development within the coming year.
- The Community Development Commission of Mendocino County is undertaking a thorough revitalization of its existing public housing properties.
- The Community Development Commission of Mendocino County has recently completed on-site sewage disposal system improvements at Holly Ranch Village
- Through planning and technical assistance, the Community Development Commission of Mendocino County has been able to provide the necessary outreach to assist other organizations with their affordable housing goals, from senior housing to the homeless.
- The latest PHA score received was “High Performer.” This was primarily due to significant improvements in financial reporting and Public Housing security.
- The Community Development Commission of Mendocino County continues to operate and expand Family Self Sufficiency and Shelter Plus Care programs to assist special needs clientele.

Through outreach to enable stakeholders and aggressive efforts towards development, the Community Development Commission of Mendocino County has progressed towards achieving the goals of its Five Year Plan and intends to build on the success of the past year for the coming years.

Attachment (I)

**Description of Election Process
for
Resident Members of the Board
1/25/02**

The Mendocino County Board of Supervisors appoints resident board members for a two-year term.

The current resident board members are:

Mozelle Strickland and Marlene Placido

Any adult recipient of PHA assistance may apply to the Board of Supervisors for appointment when a seat is vacant.

Attachment (J)

**Assessment of Site-Based Waiting List Development
Demographic Characteristics**

Development Name, Number and Location	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability Demographics
Baechtel Creek Village, 02, Willits, CA	10/2000	5% Indian 2% Hispanic 93% White 40%Disabled/Handicapped	5% Indian 2% Hispanic 93% White 42%Disabled/Handicapped	0% Change 2% Change
Sea Cliff Apartments, 03 Fort Bragg, CA	10/2000	6% Indian 94% White 53%Disabled/Handicapped	7% Indian 93% White 53%Disabled/Handicapped	1% Change 1% Change 0% Change
Ukiah 30, 08, Ukiah, CA	10/2000	5% Black 5% Asian 16% Indian 37% Hispanic 37 % White .07%Disabled/Handicapped	5% Black 5% Asian 14% Indian 36% Hispanic 40% White 1%Disabled/Handicapped	0% Change 0% Change 2% Change 1% Change 3% Change .03% Change
Sanderson Way Village, 010, Fort Bragg, CA	10/2000	100% White 2%Disabled/Handicapped	100% White 2%Disabled/Handicapped	0% Change
Brookside Commons, 014 Ukiah, CA	10/2000	18% Indian 82% White 1%Disabled/Handicapped	10% Indian 90% White 1%Disabled/Handicapped	8% Change 8% Change 0% Change
Glass Beach Apartments, 015, Fort Bragg, CA	10/2000	19% Black 29 % Hispanic 52% White 0%Disabled/Handicapped	7% Black 29% Hispanic 57% White 7% Indian 1%Disabled/Handicapped	12% Change 0% Change 5% Change 7% Change 1% Change

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Community Development Commission of Mendocino County					<input type="checkbox"/> Original 5-Year <input type="checkbox"/> Revision No:
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	
	Annual Statement				
Baechtel Creek Village		\$ 24,000	\$ 77,000	\$ 80,000	
Seacliff Apartments		\$ 4,000	\$ 75,000	\$ 51,000	
Ukiah 30		\$ 130,600	\$ 12,400	\$ 0	
Sanderson Way		\$ 26,000	\$ 3,000	\$ 0	
Brookside Commons		\$ 11,000	\$ 0	\$ 0	
Glass Beach Apts.		\$ 30,000	\$ 52,000	\$ 21,000	
Total CFP Funds (Est.)					
Total Replacement Housing Factor Funds					

March 15, 2002

Joyce Lee, Director
U.S. Department of Housing and Urban Development
Office of Public Housing
450 Golden Gate Ave.
San Francisco, CA 94102-3884

Via Facsimile to (415) 436-8519

Via Mail on 3/15/02

Attached to the Agency Plan file name: ca084m03

Attention: Ms. Shirley Thomas

Dear Ms. Lee,

As requested by Ms. Thomas, this letter is certification that no vehicle was leased with money from the Public Housing Capital Fund or any Development Fund.

The justification for the maintenance vehicle requested is that the current vehicle was purchased in 1989 and is failing. The vehicle is not repairable. The Maintenance Tech stationed in Fort Bragg will use the vehicle. The reason the vehicle used in Ukiah cannot be shared with the Maintenance Tech in Fort Bragg is due to the distance; an hour and a half driving time from the main office in Ukiah. The vehicle is/will be used daily.

If you have any questions, do not hesitate to contact me at (707) 463-5462.

Thank you for your consideration in this matter, and your prompt attention to approving the Agency Plan.

Sincerely,

Joe Louis Wildman
Executive Director